**GENERAL MEETING – MINUTES**

**Monday 18th June 2018 at 7:30pm
Coolbinia Primary School Staff Room**

1. **OPENING**
	1. Welcome: Christine Jordan opened the meeting at 7:30 pm
	2. Attendees: Paul Wescott, Christine Jordan, Vanessa Neri, Stella Ward, Erin Edwards, Anna Scott, Libby Bond, Jess Sharp, Roy Ager, Simon Rigby, Renae Woodham, Kylie Walford, Jess Sharp.
	3. Apologies: David Foot, Oli Patcher, Katherine Blythe, Fran Healy, Lisa O’Rourke.
2. **CONFIRMATION OF PREVIOUS MINUTES** (from 14th May 2018)
	1. Minutes accepted by Christine Jordan, seconded by Libby Bond.
3. **BUSINESS ARISING FROM PREVIOUS MEETING**
	1. Approval required for the payment of $175 for Libby to attend the WACCSO conference. Christine moves the motion, Erin seconds it.
4. **CORRESPONDENCE**
	1. In – Christine and Libby both received a letter from Simon Millman, thanking them for their attendance at lunch at parliament house.
	2. Out - None
5. **REPORTS**
	1. Principal’s Report

Paul announced that a candidate had been selected for the role of school principal. An announcement is imminent.

Paul reported that the school is a very busy place, with lots of things happening. He made special note of Cathy Smith and the work she has put into organizing the Meraki festival performance.

The school is working towards creating a template for a risk management plan. Once completed, it will be shared with the P&C. It will make sure that everything is covered for anyone using the school.

Paul stated that reports will be going home via email next Wednesday. A ‘C’ grade is the expected grade. Anything above that is well above standard. There will be comments for English and maths.

* 1. Treasurer’s Report

Oli was absent from the meeting.

Roy banked $900 in funds from the Cool Dad’s camp.

* 1. Events / Fundraising Sub-committee Report

Jess reported that the quiz night will be held this Saturday night. 19/25 tables had been sold. Lots of goodies have been donated including, 4 nights at David’s holiday house and a BMX bike by Simon Millman.

The committee is still looking for extra donations. A lot of businesses haven’t continued with donations. Erin offered to speak to Beaufort St Books regarding donations.

Jess stated that the next events would be book week in August, the Spooky Disco, the Colour Run and Artopia.

The by-election for the seat of Perth will be held on Saturday 28th July. Artopia is on Friday 27th of July. The events committee have decided not to run a sausage sizzle on election day. There were no other volunteers to run an election day sausage sizzle.

* 1. Canteen Sub-committee Report

Kylie reported that the issue of foreign coins had been dealt with.

A new microwave has been purchased for the canteen.

There will be a varying Thursday special throughout winter.

Kylie reported that the discrepancy in the last P+L report was a result of slow sales, a three week pay cycle and backpay for Steph’s wage increase.

Kylie reported that there is no documented commencement date for Steph’s employment. Steph’s long service leave will be calculated from that date. Her long service leave will be available in 2020, not 2018. As she is not a full time staff member, her leave accrues at a later date. Steph will be entitled to 3 months long service leave in 2020. Someone else will need to be employed for the duration of her leave.

Chris forwarded a motion that Steph’s official start date will be recognized as May 5th 2008. Roy seconded the motion.

* 1. Uniform Sub-committee Report – None
	2. Early Learning Sub-committee Report – None
	3. Cool Dads

Roy stated that the Cool Dad’s sub committee held a meeting attended by ten dads. There is the suggestion of five activities to be held throughout semester two and 2019.

1. August 25th 2018. Movie night. Kids and parents will make short films. There will be a red carpet movie night with popcorn and pizzas. There will be an interval and BYO food. Entry will be a gold coin donation and there will be two sessions. One for younger children, the other for older kids.
2. Camp at Dwellingup for years 4-7.
3. Ice sledding
4. Billycart race term 2 2019.
5. Possible cake baking for Artopia.

The next Cool dads meeting will be held at the Oxford Hotel on August 2nd 2018. Roy passed a motion to authorize the movie night. Christine seconded the motion.

* 1. Board Update

The board has been busy with the task of appointing a new principal. There is no update on the addition of the beanie to the school uniform.

1. **GENERAL BUSINESS**
	1. Fran reported that the entertainment book has sold 46 digital copies and 61 books. This is 10 less books than last year. Another reminder will go out in the newsletter. There are currently 20 books that are unaccounted for.
	2. Erin reported that the term 1 book fair raised $208.32 for the book committee to spend. The Friday afternoon time slot is working well.

Book week will be held in term 3.

1. **NEXT MEETING**

Term 2: Monday 30th July at 7.30pm

1. **MEETING CLOSED at 8:20pm**